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**DISABLED FOOTBALL TEAM**



**SEASON 2007/2008**

**PLAYERS HANDBOOK**

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## ***Introduction***

Welcome back to St.Albans Disabled Football Team for the new season. This booklet is to help you make your season a safe and enjoyable one with our club.

We will be entering a team into the London & South East Ability Counts Football League and this season I think we should be pushing for promotion, so I want my players and coaches to work hard together to achieve this goal. The first season was getting used to playing with each other and getting to know the teams we are playing against. As a player please use this book to help understand how the disabled section of St Albans City Youth is run.

## ***Rules***

- Players and coaches must respect each other regardless of ability or disability
- There will be no swearing or improper language used at players or coaches in training or match day.
- No bullying
- Players must accept responsibility for their own behaviour and performance during practice and match days , and ensure that they represent St.Albans in a positive way
- All players should wear the appropriate kit (see kit & equipment)
- All subs should be paid to the team manager (see Subs section)

## ***Training***

Our regular training session is at **Highfield Park every Friday from 7pm to 8pm.**

Players must pay £2.00 for every session

Other training sessions will be arranged throughout the year.

**Players** must arrive at training no later than 6:45pm in order to warm up prior to the session

**Coaches** must arrive half an hour before training in order to set up

## ***Kit/Equipment***

### **Players must wear the following**

- Football Boots (for playing on the grass) or trainers, preferably for Astroturf pitches, (for training on the Astroturf pitch during the winter)
- Shin pads
- Appropriate clothing ie t-shirt and shorts during the summer and warm clothing (including tracksuit bottoms, hat and gloves) during the winter

If any player turns up to training inappropriately dressed eg in jeans, without shin pads, or with the incorrect footwear they will not be allowed to train. Repeated breaches may result in not being picked for matches.

Other equipment, for example footballs, cones, bibs etc will be provided by the coaches.

## ***Match Day***

- Playing kit (shirt, shorts, socks) will be provided by the Club.
- Players must provide their own football boots and shin pads
- Always bring a towel and a change of clothes.

### **Home Games**

Players must arrive at Highfield Park no later than one hour before kick off

### **Away Games**

- The meeting point is Highfield Park.
- Players will be told 3 days before an away game when to meet
- Players must pay £5.00 towards the cost of the minibus

## **Subs**

Each player must pay the following:

### *Signing on fee*

At the beginning of the season each player must pay £30.00 signing on fee.

This will cover your insurance fee for the year and all home match fees, for example pitch hire and referees fees etc

### *Training*

Training will be set at £2.00 a session for an hour.

When we are training on grass in the summer we will use the extra sunlight available, so training might run over. The fee will be set at £2.00

In the winter we will be training on the Astroturf at Highfield Park from 7:00pm to 8:00pm

A register will be taken at the training session. Anyone not paying the fee will be noted and that person will pay double the following week.

### *Matches*

Home games - costs are covered by your signing on fee

Away games - players will have to pay £5.00 towards the cost of the mini-bus

### *Hand Book*

If any player loses their handbook they must pay £4.00 towards the cost of a replacement  
Hand books must be returned at the end of the season to the team manger for updating

### *Fees Summary*

- ✓ £30.00 signing on fee
- ✓ £2.00 training fee each session
- ✓ £5.00 mini bus fee each away game
- ✓ £4.00 for lost hand book

***Any player unable to pay any fees due to genuine financial hardship must provide a letter to the manager explaining their situation, so the Club can consider whether we are able to assist with your fees***

## ***Disciplinary Procedures***

We have codes of conduct within the club and a set of rules for managers and players to adhere to.

If a player breaks a code then the manager has the right to send a player home from a training session. If they continue to break a code then the manager can refuse to train the player.

Stages in the disciplinary procedure

1. Verbal warning as to future conduct
2. Written warning as to future conduct
3. Suspension from Club Membership
4. Removal from Club Membership.  
This decision will be taken by the Chair, Team Manager and the Disability Development Officer. Should the player be related to the committee members above then an alternate will be found.

If a player or parent is unhappy with the manager they must complete a complaint form and explain the problem with as much detail as possible, This will then be reviewed by the Club.

# ***Codes of Conduct***

## **Code of Conduct for Players**

Players are the most important people in the sport. Playing for the team, and for the team to win, is the most fundamental part of the game. But not winning at any cost – Fair Play and respect for all others in the game is fundamentally important.

This Code focuses on players involved in top-class football. Nevertheless, the key concepts in the Code are valid for players at all levels.

### **Obligations towards the game**

#### *A player should*

1. Make every effort to develop their own sporting abilities, in terms of skill, technique, tactics and stamina.
2. Give maximum effort and strive for the best possible performance during a game, even if his team is in a position where the desired result has already been achieved.
3. Set a positive example for others, particularly young players and supporters.
4. Avoid all forms of gamesmanship and time-wasting.
5. Always have regard for the best interests of the game, including where publicly expressing an opinion on the game and any particular aspect of it, including others involved in the game.
6. Not use inappropriate language.

### **Obligations towards one's own team**

#### *A player should*

1. Make every effort consistent with Fair Play and the Laws of the Game to help his own team win.
2. Resist any influence which might, or might be seen to, bring into question his commitment to the team winning.

### **Respect for the Laws of the Game and competition rules**

#### *A player should*

1. Know and abide by the Laws, rules and spirit of the game, and the competition rules.
2. Accept success and failure, victory and defeat, equally.
3. Resist any temptation to take banned substances or use banned techniques.

### **Respect towards Opponents**

*A player should*

1. Treat opponents with due respect at all times, irrespective of the result of the game.
2. Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.

### **Respect towards the Match Officials**

*A player should*

1. Accept the decision of the Match Official without protest.
2. Avoid words or actions which may mislead a Match Official.
3. Show due respect towards Match Officials.

### **Respect towards Team Officials**

*A player should*

1. Abide by the instructions of their Coach and Team Officials provided they do not contradict the spirit of this Code.
2. Show due respect towards the Team Officials of the opposition.

### **Obligations towards the Supporters**

*A player should:*

1. Show due respect to the interests of supporters.

### **Code of Conduct for Parents / Spectators**

Parents / Spectators have a great influence on children's enjoyment and success in football. All children play football because they first and foremost love the game – its fun. It is important to remember that however good a child becomes at football within your club it is important to reinforce the message to parents / spectators that positive encouragement will contribute to:

- Children enjoying football.
- a sense of personal achievement.
- Self-esteem.
- Improving the child's skills and techniques.

A parent's / spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

- Other players.
- Officials.
- Managers.
- Spectators.

Ensure that parents / spectators within your club are always positive and encouraging towards all of the children not just their own.

Encourage parents / spectators to:

- Applaud the opposition as well as your own team.
- Avoid coaching the child during the game.
- Not to shout and scream.
- Respect the referee's decision.
- Give attention to each of the children involved in football not just the most talented.
- Give encouragement to everyone to participate in football.

Ensure that parents / spectators within your club agree and adhere to your club's Code of Conduct and Child Protection Policy.

### **Code of Conduct for Coaches**

Coaches are key to the establishment of ethics in football. Their concept of ethics and their attitude directly affects the behaviour of players under their supervision.

Coaches are, therefore, expected to pay particular care to the moral aspect of their conduct.

Coaches have to be aware that almost all of their everyday decisions and choices of actions, as well as strategic targets, have ethical implications.

It is natural that winning constitutes a basic concern for coaches. This code is not intended to conflict with that. However, the code calls for coaches to disassociate themselves from a "win-at-all-costs" attitude.

Increased responsibility is requested from coaches involved in coaching young people. The health, safety, welfare and moral education of young people are a first priority, before the achievement or the reputation of the club, school, coach or parent.

Set out below is The F.A. Coaches Association Code of Conduct (which reflects the standards expressed by the National Coaching Foundation and the National Association of Sports Coaches) which forms the benchmark for all involved in coaching:

1. Coaches must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
2. Coaches must place the well-being and safety of each player above all other

considerations, including the development of performance.

3. Coaches must adhere to all guidelines laid down by governing bodies.
4. Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
5. Coaches must not exert undue influence to obtain personal benefit or reward.
6. Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
7. Coaches must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
8. Coaches should, at the outset, clarify with the players (and, where appropriate, parent) exactly what is expected of them and also what they are entitled to expect from their coach.
9. Coaches must co-operate fully with other specialists (e.g. other coaches, officials, sports scientists, doctors, physiotherapists) in the best interests of the player.
10. Coaches must always promote the positive aspects of the sport (e. g. Fair play) and never condone violations of the Laws of the Game, behavior contrary to the spirit of the Laws of the Game or relevant rules and regulations or the use of prohibited substances or techniques.
11. Coaches must consistently display high standards of behaviour and appearance.
12. Coaches must not use or tolerate inappropriate language.

## St.Albans City Disabled Football Club

# MEDICAL FORM

(Please Print in BLOCK CAPITALS)

Today's date:										
PLAYER INFORMATION										
Players last name:		First:		Middle:		<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs.	<input type="checkbox"/> Miss <input type="checkbox"/> Ms.	Marital status (circle one) Single / Mar / Div / Sep / Wid		
Do you smoke <input type="checkbox"/> Yes <input type="checkbox"/> No						Birth date: / /		Age:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F	
Street address:				Mobile number			Home phone no.: (    )			
City:		County			Postcode			Email address		
Occupation:		Employer:				Employer phone no.: (    )				
The disability development officer will be responsible in an event of an immediate emergency situation where parent/guardian is not present				Have you played football before			<input type="checkbox"/> Yes		<input type="checkbox"/> No	
Yes <input type="checkbox"/>		No <input type="checkbox"/>		If yes who have you played for						
If no who do you want to be responsible										

DISABILITY INFORMATION											
Name		Birth date / /		Nature of Disability		Dietary Information					
Do you have asthma?		<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes when was your last attack?							
Do you have epilepsy?		<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes when was your last fit?							
Do you receive benefits?		<input type="checkbox"/> Yes <input type="checkbox"/> No									
Do you receive DLA?		<input type="checkbox"/> Yes		<input type="checkbox"/> No							
Please tick your disability		<input type="checkbox"/> Special Needs		<input type="checkbox"/> Learning Disability		<input type="checkbox"/> Cerebral Palsy		<input type="checkbox"/> Mental illness		<input type="checkbox"/> Amputee	
<input type="checkbox"/> Special Needs		<input type="checkbox"/> Downs Syndrome		<input type="checkbox"/> Missing or shortened Arm's/ Legs		<input type="checkbox"/> Hearing or balance impaired		<input type="checkbox"/> Other			
Name & type of medication				Dosage & method		List any side effects					
Self administration		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Other		details					
Please describe any other information										Allergies	

IN CASE OF EMERGENCY				
Name of local friend or relative :		Relationship to player:	Home phone no.: (    )	Work phone no.: (    )
The above information is true to the best of my knowledge. I will le				
Players signature		Date		
<i>Patient/Guardian/career signature (if under 18)</i>		<i>Date</i>		

# St. Albans City Disabled Football Team Consent Form

St. Albans City Youth Football Club and Real Coaching are often invited to appear in newspapers and magazines which may additionally be published on websites. Match reports will appear in local newspapers and on the City Youth website. All are useful ways of publicising the team.

Photographs may be taken to accompany articles and in order for a photograph containing you to be published I need you to sign this consent form.

Name:	Date:
*I give my permission to have my photo displayed: For the club website In local newspapers On display boards News letters	
*I do not want my photo displayed anywhere	
Signature:	
* Please circle which one applies	

## Consent for Medical Treatment

With the full knowledge of the risks of injury in the game of football and its related activities, I hereby authorize

- all coaches and team managers, committee members of the club and game officials

to administer emergency medical treatment to myself or my child, the participant, for any injury or any medical emergency at training, matches, tournaments or any trip run by St. Albans City Youth, Real Coaching, London & South East Ability Counts Football League and Cup competitions.

Signature of player

date